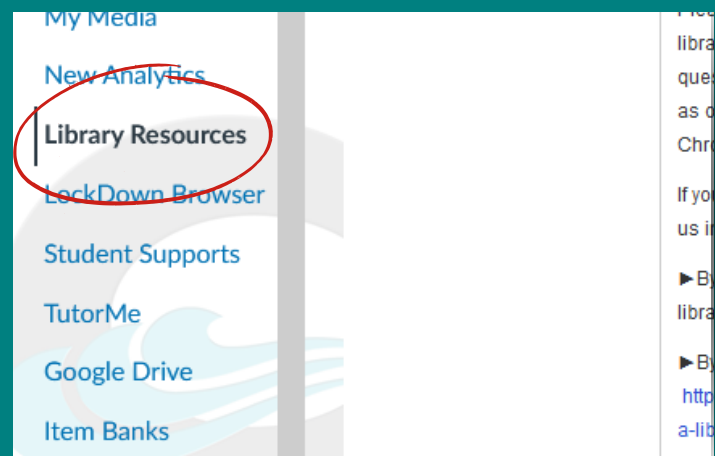


HOW TO REQUEST ARTICLES THROUGH INTERLIBRARY LOAN



All databases are located through the Library Resources link in your Canvas course seen here. →



Academic Search Premier & CQ Researcher

- **Academic Search Premier**
Academic Search Premier is a giant database that covers more than 8,000 journals which are peer-reviewed and over 55% are full text, and full text for nearly 3,900 titles. It covers a wide variety of disciplines.
- **CQ Researcher**
Username: occc
Password: cqr
Library database that covers the most important and controversial issues of the full text of CQ Researcher, a weekly publication. Each issue provides a comprehensive and background essay, data tables and graphs, chronology, pro-con starter, and research and advocacy groups. Includes extensive lists of sources and hot-linked throughout.

ERIC

The Library Resources page will have links to databases curated for your class such as CINAHL for nursing courses or the Earth, Atmospheric & Aquatic Science Collection for science courses. You may also wish to look through the A-Z list that lists all databases accessible to OCCC students. If usernames and/or passwords are needed they are included under the title of the database as seen here.

Clicking on the title of a database will bring you to the search menu, where you can search for articles pertaining to your selected topic. You can limit your search by checking boxes next to peer reviewed and full text. Checking peer reviewed will give you only results that are academic peer reviewed articles. Checking full text will give you results that contain an html link or PDF attachment of the article, but could severely limit your results. If you are only seeing a few article results with full text checked, un-check the box and you should have more results come in.

EBSCOhost

Searching: Academic Search Premier | [Choose Databases](#)

Select a Field (optional) ▼

Search

AND ▼

Select a Field (optional) ▼

Clear ?

AND ▼

Select a Field (optional) ▼

+ -

[Basic Search](#) | [Advanced Search](#) | [Search History](#)

Search Options

Search Modes and Expanders

Search modes ?

☒ Boolean/Phrase

☐ Find all my search terms

☐ Find any of my search terms

☐ SmartText Searching [Hint](#)

Apply related words

☒

Apply equivalent subjects

☒

Limit your results

Full Text

☐

Published Date

Start month: — Start year: — End month: — End year:

Peer Reviewed

☐

Publication

Publication Type

It would be the same for a Proquest database.

ProQuest

Access provided by Oregon Coast Community College

[Basic Search](#) | [Advanced Search](#) | [Publications](#) | [Change Databases](#)

Advanced Search

[Command Line](#) | [Thesaurus](#) | [Field codes](#) | [Search tips](#)

in

AND ▼

in

+ Add a row

Limit to: ☐ Full text ☐ Peer reviewed ?

Publication date:

Source type:

☐ Select all

☐ Audio & Video Works

☐ Blogs, Podcasts, & Websites

☐ Books

☐ Conference Papers & Proceedings

Document type:

☐ Select all

☐ Advertisement

☐ Annual Report

☐ Article

☐ Audio/Video Clip

Language:

☐ Select all

☐ Abkhazian

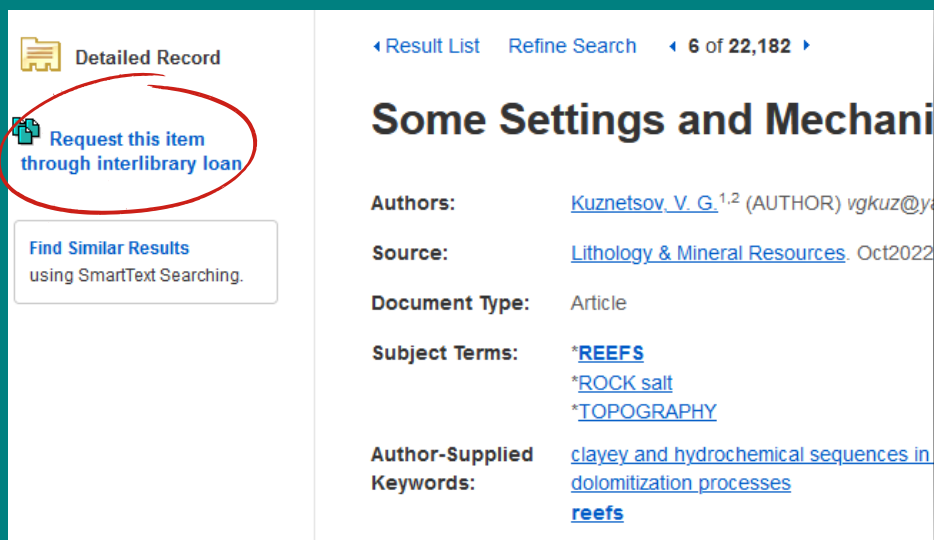
☐ Afrikaans

☐ Albanian

☐ Amharic

Search

Once you find an article it should be marked below the abstract if it has full text links. If not you will have to order it through interlibrary loan (ILL). In Ebsco you will have to click on the title of the article and it will bring you to a page where you can find a link to the ILL request form. You will have to click that link, fill out the form and it will be sent to the Library.



Here's what it looks like in the Proquest database:



Once you submit your request and it comes to the Library a library staff member will then order it from one of the libraries across the country who have the academic journal it's from. As we are waiting on those libraries to send us a PDF of the article the **wait time is usually one day to a week** from the time we put the request in. This also means that any requests from students that come through after the Library closes for the day or on the weekend will be handled the next business day the Library is open. **So please give yourself enough time for your request to be filled.**

When a request is filled a PDF of the article is sent to the Library, the article will then be forwarded to you using the email you provide in your request.

Sometimes an article has been published too recently and there will be a publisher embargo that won't lift until a certain date after the article has been published (generally one year to 18 months.) This means that the Library will not be able to obtain that article for you and you must try to find something similar.

Another reason the Library might not be able to fill a request is if the article is from a journal that only a few libraries have.

The Library will contact you as soon as we know we cannot fill a request so that you know to look for a replacement article.



Questions? Contact the Library at
library.services@oregoncoast.edu
or (541) 867-8526.